

**Minutes of the Regular Meeting of the
Monmouth County Bayshore Outfall Authority
Monday, May 16, 2022, 7:00 p.m.**

I. CALL TO ORDER

Michael C. Sachs, Authority Chairman, called the Meeting to Order.

II. COMPLIANCE STATEMENT:

The Chairman announced that adequate notice has been given to the public and press of the date, time and place of this Meeting, in accordance with P.L. 1975, Chapter 231, "Open Public Meetings Act."

III. ROLL CALL – ATTENDANCE

Members Present: Aumack, Foley, Imperveduto, Kalaka, Knox, Lewandowski, Sachs & Toomey
Members Absent: Sodon
Also Present: Gregory Vella, Esq., Attorney, Collins, Vella and Casello, L.L.C.
David Kysniak, Authority Engineer, T&M Associates
Barbara Vilanova, MCBOA Administrative Assistant
Edward Tuberton, Jr. MCBOA Operations Manager

IV. Approval of Minutes – Authority Regular Meeting Held on 4/11/22

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Imperveduto, the Minutes the Regular Meeting of 04/11/22 were approved as presented by all Members present, no nays, four abstain, one absent.

REPORT OF ADVISORS

Foreman's Monthly Report

Edward Tuberton, MCBOA Operations Manager, presented his monthly report:

❖ **Monthly Highlights**

- SREC's current pricing \$227.
 - 64 SREC's for March 2022 sold @ 227 = \$14,528
 - 75 SREC's for April 2022
- Belford HVAC
 - Quotation for AC condenser/boiler to UPS
ICC (T&M) = \$2,980
Electro Maintenance
 - SRJ Mechanical installed new high temperature limit switch
 - Boiler annual service quote \$2,435
 - A/C annual service quote
- RFP for slump block inspection – due 4/13.
2020 price - \$10,900 2022 price - \$31,600
- RFP for ocean outfall inspection – due 4/13.
2020 price - \$,6450 2022 price- \$16,250
- NJDEP inspection 4/26.
- Compton's creek flood wall ACOE – no updates.

- Annual UST tank monitoring certification completed 5/12.
- Quarterly meter calibrations completed 5/2.
- JIF Insurance inspection 4/29.
- All computers backed up 4/25.

On **Motion** by Mr. Sachs, **Seconded** by Mr. Knox, the Board authorized Mr. Tuberton to reject the bids received for the Slump block inspection and the Ocean outfall inspection and re-bid the projects. The motion was approved as presented by all Members present, no nays, none abstain, one absent.

Office Manager's Monthly Report

Ms. Vilanova reported on the following items:

❖ Administrative Highlights

- Annual Ferry Pump Station payment received.
- TOMSA billed for 3rd Quarter.
- Annual agreement with Health Equity/Wage Works for pre-tax medical deductions. Updating of all forms and employee paperwork in progress.
- 2020 Audit is completed. Please review especially the letter, the comments & recommendations.
- Please complete Financial Disclosure form in you have not. .They were due 4/30.

Attorney's Report

Mr. Vella provided the following information:

Mr. Vella reported that bond counsel has been working on the two year note application that the Authority will use to pay off the NJIB temporary note. The temporary note is due on July 1, 2022 and the Authority should have the funds prior to that. Mr. Vella will request the pay-off figure from NJIB.

On **Motion** by Mr. Lewandowski, **Seconded** by Mr. Knox, the Board authorized Mr. Vella to proceed with the temporary note as discussed at Mays meeting. The motion was approved as presented by all Members present, no nays, none abstain, one absent.

Resolution offered by Mr. Lewandowski:

Resolution Of the Monmouth County Bayshore Outfall Authority Certifying Review of the Annual Audit Report for the Fiscal Year Ended 2020

WHEREAS, N.J.S.A., 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made; and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2020 has been completed and filed with the Monmouth County Bayshore Outfall Authority (MCBOA), pursuant to N.J.S.A. 40A:5A-15; and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by Resolution to the local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board; and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed it, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations”, in accordance with N.J.S.A. 40A:5A-17.

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Monmouth County Bayshore Outfall Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2020, and specifically has reviewed the sections of the audit report entitled “General Comments” and “Recommendations”, and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the Secretary of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this Resolution.

Seconded by Mr. Imperveduto and on a roll call the following vote was recorded:

AYES:	Aumack, Foley, Imperveduto, Kalaka, Knox, Lewandowski, Sachs &, Toomey
NAYS:	None
ABSENT:	Sodon
ABSTAIN:	None

Resolution offered by Mr. Knox:

Certificate of Resolution (2022)
For MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY
Section 125 Premium Only Plan Plan
Year Ending June 10, 2023

The undersigned Secretary or Principal of MONMOUTH COUNTY BAYSHORE OUTFALL AUTHORITY (the Employer) hereby certifies that the following resolutions were duly adopted by the board of directors of the Employer on June 11, 2022, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective June 11, 2022, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary de-

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scription of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approval and adopted in the foregoing resolutions, are attached herewith.

Seconded by Mr. Lewandowski and on a roll call the following vote was recorded:

AYES: Aumack, Foley, Imperveduto, Kalaka, Knox, Lewandowski, Sachs &, Toomey
NAYS: None
ABSENT: Sodon
ABSTAIN: None

Resolution offered by Mr. Aumack:

Approval of Vouchers

BE IT RESOLVED by the Monmouth County Bayshore Outfall Authority that the following bills or items or demands are hereby approved as amended and authorized for payment out of the appropriate funds or accounts established therefore subject to the availability of funds:

**Monmouth County Bayshore Outfall Authority
List of Operating Vouchers –May 16, 2022**

<u>No.</u>	<u>Check #</u>	<u>Provider</u>	<u>Amount</u>	<u>Description</u>
1	7855	Cablevision	\$210.39	Phone & Internet UB 5/1-5/31/22
2	7855	Cablevision	\$210.39	Phone & Internet UB 4/1-4/30/22
3	7851	Comcast	\$349.16	Triple Play Package- Belford 4/26-5/25/22
4	7852	JCP&L	\$37.06	Belford Street Lighting 3/19-4/19/22
5	7854	JCP&L	\$163.48	Sandy Hook 3/5-4/5/22
6	7853	JCP&L	\$2,091.89	Belford 3/3-4/2/22
7		NJAWC	\$96.40	Union Beach 3/22-4/26/22
8		NJAWC	\$167.54	Belford 3/22-4/22/22
9		ADP	\$148.90	Payroll services 4/14 & 4/28/22
10		All American Chevrolet	\$84.27	Oil change on Tahoe
11	7848	AT&T Mobility	\$78.73	Foreman's Cellular Phone 4/5-5/4/22
12		Collins,Vella & Casello LLC	\$2,065.00	April general services
13		FP Mailing Solutions	\$227.40	Postage Meter rental 4/15/22-4/14/23
14		Garden State Labs	\$4,235.00	Outside Lab costs March 2022
15		Health Equity/Wage Works	\$200.00	Annual 125 POP plan
16		HFA	\$15,525.00	2021 Audit Progress Billing
17		HFA	192.00	Costs associated with Confirmation.com
18		Home Depot	\$67.69	Plants
19	7850	Jaspan Brothers South	\$247.81	April supplies-mulch, soil, black top, sand, weed&feed
20		Monmouth County.	\$427.68	136.5 gallons of unleaded fuel - March
21		NJUA JIF	\$27,458.00	2 nd Installment of 2022 Insurance.
22		NJ Natural Gas	\$687.75	Gas charge 3/24-4/25/22
23		One Call Concepts	\$200.20	April one call notices

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24	Republic Services	\$95.12	Garbage pick-up May
25	TOMSA	\$80.00	2 nd Quarter sewer
26	Xerox	\$108.00	Monthly copier rental 4/15-5/15/22
	TOTAL	\$55,454.86	

Fringe benefits and payroll processed after the April Operating Vouchers were submitted for review and approval at the Authority Regular Meeting of 4/11/22

Date	Check No.	To	Amount	Description
04/15/22	ADP	Employee's Payroll & Payroll Taxes	\$22,001.62	Payroll of 04/15/22
04/29/22	ADP	Employee's Payroll & Payroll Taxes	\$19,388.57	Payroll of 04/29/22
05/13/22	ADP	Employee's Payroll & Payroll Taxes	\$22,120.72	Payroll of 05/13/22
04/27/22	7849	Sun Life Financial	\$ 771.12	May long term disability ins.
05/06/22	TEPS	Public Employees Retirement System	\$ 3,904.72	April PERS payment
05/13/22	TEPS	NJSHBP	\$13,610.24	May Health Insurance
04/14/22	TEPS	NJSHBP	\$13,610.24	April Health Insurance

Seconded by Mr. Imperveduto and on a roll call the following vote was recorded:

AYES: Aumack, Foley, Imperveduto, Knox, Kalaka,, Lewandowski, Sachs &, Toomey
 NAYS: None
 ABSENT: Sodon
 ABSTAIN: None

Public Portion

None

Adjournment

There being no further business to come before the Meeting, on Motion by Mr. Aumack, Seconded by Mr. Knox, and passed by the affirmative voice vote of all Members present, no nays, no abstain, four absent, the Meeting adjourned at 7:28 p.m.

Respectfully submitted by: _____
Barbara Vilanova, Recording Secretary

